

## Acceptable proof of identity, secondary documents list

### Secondary Documents

| Document Name   | Document Number   | Requirements  |
|---|---|---|
| Birth certificate<br><br><b>Note:</b><br>Laminated birth certificates are generally not acceptable. Acceptance of a laminated birth document must be approved by <b>DLD</b> management through the Exceptions Policy. |   | <ul style="list-style-type: none"> <li>• Must be an original or certified copy</li> <li>• Must include official seal or stamp embedded in the document</li> <li>• Must be issued by the State Bureau of Vital Statistics or equivalent agency from:               <ul style="list-style-type: none"> <li>◦ US state</li> <li>◦ US territory</li> <li>◦ District of Columbia</li> <li>◦ Canadian province</li> </ul> </li> <li>• Birth certificates issued by <b>Puerto Rico</b> before July 1, 2010 are not acceptable</li> </ul> |
| Certificate of Report of Birth or Consulate Report of Birth   | <ul style="list-style-type: none"> <li>• DS-1350</li> <li>• DA1350</li> </ul> <b>Note:</b><br>As of December 31, 2010, these are no longer issued by the Department of State; however, they are still valid for proof of identity | <ul style="list-style-type: none"> <li>• Must be an original or certified copy</li> <li>• Must be for US citizens born abroad</li> <li>• Must be issued by the US Department of State</li> </ul>  |

| Document Name | Document Number  | Requirements  |
|---------------|--|---|
|               | <ul style="list-style-type: none"> <li>• FS-240</li> <li>• FS-545</li> </ul> |   |
| Court order   |  | <ul style="list-style-type: none"> <li>• Must be an original or certified copy</li> <li>• Must be issued by:</li> <li>• <ul style="list-style-type: none"> <li>◦ US state</li> <li>◦ US territory</li> <li>◦ District of Columbia</li> <li>◦ Canadian province</li> </ul> </li> </ul> |

If an applicant presents a birth document other than the secondary identity documents in the table above, it will also be accepted as a secondary identity document provided it meets the following minimum requirements:

- Issued by a local or state government agency
- Lists the applicant's full name, date of birth, gender, and place of birth
- Lists the parent(s) full names
- Has a date filed with the registrar's office
- Has registrar's signature
- Has embossed, impressed, or multicolored seal of registrar

**Parent topic:** [Identity](#)